

**Written statement of a key decision**  
**Cabinet member finance and corporate services**

<b>Title</b>	<b>Approve payment for Hoople services for 2018/19</b>
Decision maker	Cabinet member finance and corporate services Information about cabinet, including the names and contact details of the cabinet members, can be found here: <a href="http://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251">http://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251</a>
Date of decision	14 September 2018
Report exemption class	Open
Reason for being a key decision	This is a key decision because it is likely to result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council's budget for the service or function concerned. A threshold of £500,000 is regarded as significant.
A notice was served in accordance with Part 3 (Key decisions) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.	
General exception or special urgency (as defined in the constitution)	No
Purpose	To approve payments to Hoople for services as specified in the Hoople service level agreement for 2018/19. The cost to the council of services provided by Hoople for 2018/19 is expected to be £5.184m which represents a cost reduction of 6.5% on the previous year (£5.545m).
<b>Decision</b>	<b>That:</b> <b>(a) the assistant director environment and place be authorised to finalise and sign the Hoople Service Level Agreement (SLA) for 2018/19 attached at Appendix 1; and,</b>  <b>(b) the assistant director environment and place be authorised to approve payments to Hoople in line with the SLA for 2018/19 within the approved annual budget of £5.184m.</b>

Reason for the decision	As set out in the report. Documents relating to this decision are available at <a href="http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50026976">http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50026976</a>
Options considered	<ol style="list-style-type: none"> <li>1. The council's lead commissioners have considered reducing the level of services commissioned from Hoople and allocating resource differently across the services. The provision of back office services (Revenues and Benefits, Finance, HR, ICT and Training) are essential to the running of the organisation. The level of service agreed in the SLA is considered to be optimum by the commissioners given the availability of resources and the needs of front line services.</li> <li>2. Hoople, in cooperation with the council, have put in place efficiency savings which are reflected in the cost of service provision defined in the council's SLA. This includes an 8% reduction in the cost of delivery of the services. Hoople will incur the costs associated with the provision of these services during the period and it is appropriate for the council to make these payments under the Shared Services Agreement.</li> </ol>
Declarations of interest (see below)	
Call-in expiry date (decisions are not subject to call-in where special urgency provisions apply)	20 September 2018

Councillor: ..... Cabinet member finance and corporate services (Councillor NE Shaw)	Date 14 September 2018
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- a record of any conflict of interest declared by any executive member who is consulted by the member which relates to the decision;
- and
- in respect of any declared conflict of interest, a note of dispensation granted by the relevant local authority's head of paid service.